



## **U.S. Navy Retail Business Process Reference and Desk Guide**

**Defense Fuel Automated Management System  
(DFAMS) And Fuels Automated System (FAS)  
Supplemental Instruction**

**May 2001**

# **Defense Energy Support Center Fort Belvoir, Virginia**

## **Defense Fuel Automated Management System (DFAMS) Supplement**

### **NAVY RETAIL BUSINESS PROCESS May 2001**

#### **About This Supplement**

*This supplement was designed to serve as a quick source of information for use in processing unique transactions applicable under the new retail business process being undertaken by the Defense Energy Support Center (DESC) and the U.S. Navy.*

*Instruction provided is in accordance with current Fuels Automated System (FAS) data entry procedures for interface with the Defense Fuel Automated Management System (DFAMS).*

**References:** DoD 4140.25M  
DFAMS Reference and Training Guide, Jan 99

#### **Overview**

<b>Receipts</b>	<i>Procedures for documenting product receipt into a DFSP resulting from product exchange under Replacement In Kind (RIK) or Foreign Exchange Agreements (FEA).</i>
<b>Issues</b>	<i>Preparation of FAS/DFAMS transactions for issues to DOD customers, Other than DOD customers (cash or credit), and issues to Foreign Governments under RIK/FEA agreements.</i>
<b>In-flight Issues</b>	<i>Data entry for Billing aerial tankers and re-billing end use aircraft.</i>

#### **Assistance**

*Requests for assistance, questions or comments may be directed to DESC-FII Inventory Accounting Branch:*

<b>Name</b>	<b>DSN</b>	<b>Commercial</b>
John Cerda	427-9394	(703) 767-9394
Facsimile	427-9380	(703) 767-9380

## **Scope**

*Procedures covered in this supplement apply to those locations selected to process FAS/DFAMS transactions under the new Navy retail business process:*

## **Foreword**

The Defense Energy Support Center (DESC) has been tasked with doing direct billing to the U.S. Navy's end use customers. This is a change from the previous method where DESC was billing the Navy for product and in-turn, the Navy was re-billing its end use customers. By direct billing, the need for the Navy to re-bill through its BP38 Working Capital Fund (WCF) is eliminated.

To accomplish this, DESC was challenged with developing a means to incorporate the Navy's existing business process into DESC's existing inventory and accounting system. This supplement is intended to provide additional information for processing the Navy's unique business requirements. Some examples of these business processes are: direct billing to foreign governments or city and state customers, accountability for product issued under foreign exchange or replacement in kind agreements, and the processing of cash and credit sales.

To transition to the new retail business process, it will be necessary for DESC to take ownership of product inventory. This process is known as "Capitalization of Inventory." As a result, product accountability for receipt, storage and issue is required to be reported to DESC. Additionally, this process allows for direct billing of end use customers.

Finally, not all product stored at DFSPs will be DLA owned. Product purchased under a DESC direct delivery contract with a commercial vendor such as some gasoline or diesel fuels are sold to the military service at the time of delivery. This product is considered Navy-owned product. Order and receipt documentation for these deliveries is provided to DESC-FII as required by DESC's direct delivery contracts. Locations not sure of how to report product activity should contact DESC-FII for clarification.

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## ***Receipt Into A DFSP From A Replacement In Kind or Foreign Exchange Agreement***

When Replacement In Kind (RIK) or Foreign Exchange Agreements (FEA) are reconciled it may be determined that a foreign government owes the U.S. a balance of product. This is the result of the foreign government obtaining more product from the U.S. than the U.S. obtained from the foreign government under the conditions of the agreement. To reconcile this balance due, the foreign government may elect to bring product into one of DESC's Defense Fuel Support Points (DFSPs). For product received under these circumstances, process the following transaction in FAS/DFAMS.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

### **Return With Credit (Defuel)**

**DFAMS: P39 Receipt By A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

DATA FIELD	INSTRUCTION
<b>Type</b>	Defuel
<b>Grade</b>	Enter grade of product
<b>Unit Of Issue</b>	Enter "GL." Entry must be numeric and in U.S. gallons.
<b>Date</b>	Date product is received.
<b>SUPAAC DoDAAC</b>	Enter "N00612".
<b>Fund Code</b>	Enter Fund Code "17".
<b>Document Number</b>	<p>A 14 digit document number comprised of a DoDAAC, Julian Date, and Serial Number.</p> <p>The DoDAAC will be the applicable RIK/FEA foreign government DoDAAC. Be sure to use a RIK/FEA DoDAAC and not a Foreign Government "Credit Customer" DoDAAC.</p> <p>The Julian date will be four characters. First character will be "0" followed by the three character Julian Date.</p> <p>First two positions of the serial number must be "RE" followed by a sequential number beginning with "01".</p> <p>Example Document Number: "TFITAG 0030 RE01"</p>
<b>Signal Code</b>	Enter the Signal Code "B".
<b>Quantity</b>	Quantity received must be corrected to 60 degrees Fahrenheit and in U.S. gallons.

## ***Aerial Tanker Sales And Re-Billing***

Sales to aerial tankers that issue fuel to aircraft during in-flight refueling operations are unique. The following procedures address how to properly account for these transactions in FAS/DFAMS under a variety of scenarios.

Issues to aerial tankers are initially processed as routine sales. This initial sale may be from the aircraft's home station or from another DFSP while the aerial tanker is involved in in-flight operations away from the home station. Upon return to the home station, documentation of issues the tanker made to individual aircraft should be provided to the DFSP for processing in FAS/DFAMS. To avoid duplication of credit and re-billing transactions, it is necessary to process aerial tanker activity only at the aircraft's home station.

Additionally, to complete the aerial tanker sale and re-billing process correctly, you must be able to determine whether the end user is a DoD customer, a foreign government customer being billed, or a foreign government customer receiving product under a current RIK/FEA Agreement. Each of these scenarios is described below:

### **Scenario One : How to bill issues to aerial tankers and how to process re -billing transactions for issues made to individual DOD aircraft (end use customers).**

An aerial tanker is issued fuel at its home station (a DFSP) and is billed as a routine sale to a DoD customer using the aircraft's DoDAAC.

Upon return of the aerial tanker to its home station the tanker will provide documentation detailing individual in-flight refuels to the DFSP for processing in FAS/DFAMS.

For each issue the aerial tanker has made to individual DoD aircraft, process a credit transaction to the tanker, in addition to a matching and corresponding sale transaction to the individual aircraft (end use customer) using its billing DoDAAC. The quantities on the credit transaction and re-billing sale transactions must be identical. This action will credit the aerial tanker for the quantity of product it issued to the aircraft during in-flight operations and re-bill the end use customer aircraft for the amount of product it received.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS but, the association between FAS and DFAMS terms should not be difficult.

## Receipt By A DFSP From A Service Or Agency

### Part 1: Credit To Aerial Tanker

#### DFAMS: P39 Receipt From Service Or Agency

#### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Return".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued by aerial tanker.
SUPAAC DoDAAC	Enter if required in accordance with the Signal/Fund Code.
Fund Code	A two digit code that is assigned by the service activity to indicate to DESC that funds are available to pay the fuel charge.
Buyers	Enter the DFSP DoDAAC.
Aircraft	The Mission Design and Series of the aircraft
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.
Seller DoDAAC	Enter the DoDAAC for the aerial tanker.
Signal Code	A one digit code that designates which DoDAAC receives the fuel and which DoDAAC will be billed. This code is used in conjunction with the activities Fund Code. Signal Code "A" will credit the DoDAAC in the document number. Signal Code "B" will credit the DoDAAC in the SUPAAC field.
BUNO	The Bureau number of the receiving aircraft
Quantity	Entry must be numeric and in U.S. gallons.

## Sale To Service Or Agency

### Part 2: Sale From A DFSP To End Use Customer Aircraft (DoD)

#### DFAMS: P21 Sale From A DFSP

#### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Sale".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued. <b>Must be the same date as the corresponding credit transaction as identified above.</b>
SUPAAC DoDAAC	Enter if required in accordance with the Signal/Fund Code.
Fund Code	A two digit code that is assigned by the service activity to indicate to DESC that funds are available to pay the fuel charge.
Buyers	Enter DoDAAC of aircraft which was refueled during in-flight operations.
Aircraft	The Mission Design and Series of the aircraft
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.
Seller DoDAAC	The activity from where the fuel is being issued.
Signal Code	A one digit code that designates which DoDAAC receives the fuel and which DoDAAC will be billed. This code is used in conjunction with the activities Fund Code. Signal Code "A" will bill the DoDAAC in the document number. Signal Code "B" will bill the DoDAAC in the SUPAAC field.
BUNO	The Bureau number of the receiving aircraft
Quantity	Entry must be numeric and in U.S. gallons.



## Scenario Two: How to bill issues to aerial tankers and how to process re-billing transactions for issue made to individual foreign government aircraft (Billing Sale).

An aerial tanker is issued fuel at its home station (a DFSP) and is billed as a routine sale to a DoD customer using the aircraft's DoDAAC.

Upon return of the aerial tanker to its home station the tanker will provide documentation detailing individual in-flight refuels to the DFSP for processing in FAS/DFAMS.

For each issue the aerial tanker has made to individual foreign government aircraft, process a credit transaction to the tanker, then a matching and corresponding sale transaction to the individual foreign government (end use customer) aircraft. **The quantities on the credit transaction and re-billing sale transactions must be identical.** This action will credit the aerial tanker for the quantity of product it issued to the aircraft during in-flight operations and re-bill the end use customer aircraft for the amount of product it received.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

## Receipt By A DFSP From A Service Or Agency

### Part 1: Credit To Aerial Tanker

### DFAMS: P39 Receipt By Service Or Agency

### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Return".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued by aerial tanker.
SUPAAC DoDAAC	Enter if required in accordance with the Signal/Fund Code.
Fund Code	A two digit code that is assigned by the service activity to indicate to DESC that funds are available to pay the fuel charge.
Buyers	Enter the DFSP DoDAAC.
Aircraft	The Mission Design and Series of the aircraft
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.
Seller DoDAAC	Enter the DoDAAC for the aerial tanker.
Signal Code	A one digit code that designates which DoDAAC receives the fuel and which DoDAAC will be billed. This code is used in conjunction with the activities Fund Code. Signal Code "A" will credit the DoDAAC in the document number. Signal Code "B" will credit the DoDAAC in the SUPAAC field.
BUNO	The Bureau number of the receiving aircraft
Quantity	Entry must be numeric and in U.S. gallons.

## Sale To Service Or Agency

### Part 2: Sale From A DFSP To End Use Customer Aircraft (Foreign Government)

#### DFAMS: P21 Sale From A DFSP

#### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Sale".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued. <b>Must be the same date as the corresponding credit transaction as identified above.</b>
SUPAAC DoDAAC	
Fund Code	<b>Must be Fund Code "XP".</b>
Buyers	<b>Enter the DESC Foreign Government Credit DoDAAC.</b>
Aircraft	The Mission Design and Series of the aircraft
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.  <b>Must have the DESC Foreign Government Credit "T" DoDAAC in the first six positions of the document number.</b>
Seller DoDAAC	The activity from where the fuel is being issued.
Signal Code	<b>Must be Signal Code "A".</b>
BUNO	Blank
Quantity	Entry must be numeric and in U.S. Gallons.

**DFAS-CO Required Documentation For Sales To Foreign Governments (FMS) and Non (FMS):** Any Defense Fuel Support Point (DFSP) making retail fuel sales to foreign governments (FMS) or Non FMS will follow these procedure to record the transaction. All transactions should be completed the same day.

Prepare DD Form 1149, Jan 1997 (EG), Requisition and Invoice/Shipping Document, to record the sale. Use the following instructions in completing the form. Example form can be found on page 39. Note: At this time, these procedures apply to all Army and Navy transaction, NOT covered by a RIK or FEA.

**DD Form 1149 (Requisition and Invoice/Shipping Document) Instructions**

<b>BLOCK</b>	<b>BLOCK TITLE</b>	<b>INSTRUCTION</b>
1	From:	<p>A complete billing name and address of the foreign government requesting the fuel from the U.S. Government (DESC). The address must include an ATTN line, following the name of the government, with the name and position of a responsible individual. The requestors. The requestor's DoDAAC number must be placed in the lower right corner of the block.</p> <p>DESC will provide the DoDAAC structure of all authorized foreign governments (FMS) and Non FMS. The specific type of agreement will be included if the sale is under an agreement.</p>
2	To:	The name and address of the DFSP providing the fuel. The DFSP DoDAAC number is to be placed in the lower right corner of the block.
3	Ship-To-Mark-For:	This block is not applicable to DFAS-CO at this time.
4	Appropriations Data	<p>Only two accounting lines are acceptable, and, if appropriate, both must be included. The line for the fuel product is 97X4930 5CF0 26.1 33150. The line for the service provided, if appropriate, is 97X4930 5CF0 25.1 33150. Note: The two accounting lines are identical, with the exception of the 13<sup>th</sup> character.</p>
4b	Item Number	<p>In addition to the two separate numbered lines, one for product and one for service, include the type of sale. There are three categories of sales to foreign governments:</p> <p><b>"AG"</b> = Fuel Exchange Agreements (FEA) and Replacement In Kind (RIK) and Acquisition cost Service Agreement (ACSA).</p> <p><b>"CX"</b> = Foreign Government Cash Sales. <b>"X"</b>= Numerical value.</p> <p><b>"BX"</b> = Foreign Government Billing <b>"X"</b> = Numerical Value.</p> <p><b>"FX"</b> = FMS Case Billing. <b>"X"</b> = Numerical Value.</p> <p>The receiving individual is required to write his/her signature as "Received By," in the lower left corner of the block. Additionally, DFSP personnel must ensure blocks 4c, 4d, 4e, 4h, and 4I are completed.</p>

FAX the DD Form 1149 to the DFAS-Columbus, Energy Accounting Branch, ATTN: Retail Sales, at DSN 869-7841 or commercial(614) 693-7841. Use a FAX cover sheet, indicating who sent the document, and include a return FAX number and telephone number where someone can be reached.

Copies may also be mailed by U.S. Mail to:

**Defense Finance & Accounting Service, Columbus Center**  
ATTN: DFAS-CO/AFE Retail Sales  
P.O. Box 182317  
Columbus, OH 43218-2317

**Scenario Three: How to bill issues to aerial tankers and how to process re-billing transactions for issue made to individual foreign government aircraft under RIK/FEA Agreements.**

An aerial tanker is issued fuel at its home station (a DFSP) and is billed as a routine sale to a DoD customer using the aircraft's DoDAAC.

Upon return of the aerial tanker to its home station the tanker will provide documentation detailing individual in-flight refuels to the DFSP for processing in FAS/DFAMS.

For each issue the aerial tanker has made to individual foreign government aircraft, process a credit transaction to the tanker, then a matching and corresponding sale transaction to the individual foreign government (end use customer) aircraft. **The quantities on the credit transaction and re-billing sale transactions must be identical.** This action will credit the aerial tanker for the quantity of product it issued to the aircraft during in-flight operations and re-bill the end use customer aircraft for the amount of product it received.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

## Receipt By A DFSP From A Service Or Agency

### Part 1: Credit To Aerial Tanker

#### DFAMS: P39 Receipt By Service Or Agency

#### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Return".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued by aerial tanker.
SUPAAC DoDAAC	Enter if required in accordance with the Signal/Fund Code.
Fund Code	A two digit code that is assigned by the service activity to indicate to DESC that funds are available to pay the fuel charge.
Buyers	Enter the DFSP DoDAAC.
Aircraft	The Mission Design and Series of the aircraft
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.
Seller DoDAAC	Enter the DoDAAC for the aerial tanker.
Signal Code	A one digit code that designates which DoDAAC receives the fuel and which DoDAAC will be billed. This code is used in conjunction with the activities Fund Code. Signal Code "A" will credit the DoDAAC in the document number. Signal Code "B" will credit the DoDAAC in the SUPAAC field.
BUNO	The Bureau number of the receiving aircraft
Quantity	Entry must be numeric and in U.S. gallons.

## Sale To Service Or Agency

### Part 2: Sale From A DFSP To End Use Customer Aircraft (Foreign Government Under RIK/FEA)

#### DFAMS: P21 Sale From A DFSP

#### FAS: Issue/Defuel Fuel Aviation

DATA FIELD	INSTRUCTION
Type	Enter transaction type "Sale".
Grade	Enter grade of product issued.
Unit Of Issue	Enter "GL" for gallons.
Date	Enter Date product is issued. <b>Must be the same date as the corresponding credit transaction as identified above.</b>
SUPAAC DoDAAC	<b>Enter DoDAAC "N00612"</b>
Fund Code	<b>Must be Fund Code "17".</b>
Buyers	<b>Enter the DESC Foreign Government RIK/FEA "T" DoDAAC.</b>
Aircraft	The Mission Design and Series of the aircraft.
Document Number	A 14 digit document number comprised of the DoDAAC, Julian Date, and Serial number.  <b>Must have the DESC Foreign Government RIK/FEA "T" DoDAAC in the first six positions of the document number.</b>
Seller DoDAAC	The activity from where the fuel is being issued.
Signal Code	<b>Must be Signal Code "B".</b>
BUNO	Blank
Quantity	Entry must be numeric and in U.S. gallons.

**DFAS-CO Required Documentation For Sales To Foreign Governments (FMS) and Non (FMS):** Any Defense Fuel Support Point (DFSP) making retail fuel sales to foreign governments (FMS) or Non FMS will follow these procedure to record the transaction. All transactions should be completed the same day.

Prepare DD Form 1149, Jan 1997 (EG), Requisition and Invoice/Shipping Document, to record the sale. Use the following instructions in completing the form, (example form on page 39).

Note: At this time, these procedures apply to all Army and Navy transaction, NOT covered by a RIK or FEA.

**DD Form 1149 (Requisition and Invoice/Shipping Document) Instructions**

BLOCK	BLOCK TITLE	INSTRUCTION
1	From:	A complete billing name and address of the foreign government requesting the fuel from the U.S. Government (DESC). The address must include an ATTN line, following the name of the government, with the name and position of a responsible individual. The requestors. The requestor's DoDAAC number must be placed in the lower right corner of the block. DESC will provide the DoDAAC structure of all authorized foreign governments (FMS) and Non FMS. The specific type of agreement will be included if the sale is under an agreement.
2	To:	The name and address of the DFSP providing the fuel. The DFSPs DoDAAC number is to be placed in the lower right corner of the block.
3	Ship-To-Mark-For:	This block is not applicable to DFAS-CO at this time.
4	Appropriations Data	Only two accounting lines are acceptable, and, if appropriate, both must be included. The line for the fuel product is 97X4930 5CF0 26.1 33150. The line for the service provided, if appropriate, is 97X4930 5CF0 25.1 33150. Note: The two accounting lines are identical, with the exception of the 13 <sup>th</sup> character.
4b	Item Number	In addition to the two separate numbered lines, one for product and one for service, include the type of sale. There are three categories of sales to foreign governments:  "AG" = Fuel Exchange Agreements (FEA) and Replacement In Kind (RIK) and Acquisition cost Service Agreement (ACSA).  "CX" = Foreign Government Cash Sales. "X" = Numerical value. "BX" = Foreign Government Billing. "X" = Numerical value. "FX" = FMS Case Billing. "X" = Numerical Value.  The receiving individual is required to write his/her signature as "Received By," in the lower left corner of the block. Additionally, DFSP personnel must insure blocks 4c, 4d, 4e, 4h, and 4I are completed.



FAX the DD Form 1149 to the DFAS-Columbus, Energy Accounting Branch, ATTN: Retail Sales, at DSN 869-7841 or commercial (614) 693-7841. Use a FAX cover sheet, indicating who sent the document, and include a return FAX number and telephone number where someone can be reached.

In addition to the above, FAX the DD Form 1149 to DESC-FII Inventory Accounting Branch, Attn: John Cerda at DSN 427-09380 or commercial (703) 767-9380. Use a FAX cover sheet indicating who sent the document and include a return FAX number and voice number where someone can be reached.

Copies may also be mailed by U.S. Mail to:

**Defense Finance & Accounting Service, Columbus Center**

ATTN: DFAS-CO/AFE Retail Sales

P.O. Box 182317

Columbus, OH 43218-2317

*And*

**Defense Finance & Accounting Service, Norfolk Operating Location**

Attn: Code NIBMD, Christle Sparks

9712 Virginia Avenue

Norfolk, VA 23511-3297

Voice DSN: 646-4366

Voice Commercial (757) 443-4366

Commercial Fax: (757) 443-4182

DSN Fax: 646-4182

*And*

**ATTN DESC-FII RIK/FEA Administrator**

Defense Energy Support Center

8725 John J. Kingman Road, Suite 4950

Fort Belvoir, Virginia 22060-6222

Commercial Fax: (703) 767-9380

DSN Fax: 427-9380

## ***Sales To U.S. Government Agencies Or General Services Administration Customers***

Document sales to U.S. Government Agency or General Services Administration customers as follows:

Product issued to GSA customers will be billed to individual base Fleet Management Offices using valid GSA DoDAACs. If the GSA Fleet Management Office DoDAAC for your location is not listed on attached listings, please contact DESC-FII for instruction.

Product issued to U.S. Government customers should be billed to the customers valid DoDAAC. These DoDAAC's are required to be validated in DAAS in order to allow for proper billing.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	Enter the customer's Fund Code.
<b>Buyers DoDAAC</b>	Enter the customer's DoDAAC or FEDAAC .
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	Must have a valid DAAS validated DoDAAC in the first six positions of the document number.
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	Must be Signal Code "A".
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

### ***Sales To State Or Local Credit Customers***

Document sales to State or Local Government customers as follows:

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	<b>Must be Fund Code "XP".</b>
<b>Buyers DoDAAC</b>	Enter the DESC State or Local Credit Customer "T" DoDAAC.
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	<b>Must have the DESC State or Local Credit Customer "T" DoDAAC in the first six positions of the document number.</b>
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	<b>Must be Signal Code "A".</b>
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

### ***Sales To Morale, Welfare And Recreation (MWR) Customers***

Document sales to Morale, Welfare and Recreation customers as follows:

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

#### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	Must be Fund Code "XP".
<b>Buyers DoDAAC</b>	Enter the DESC MWR Customer "T" DoDAAC.
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	Must have the MWR Customer "T" DoDAAC in the first six positions of the document number.
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	Must be Signal Code "A".
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

## ***Sales To Commercial Customers Under A DoD Contract***

Document sales to Commercial Customers under a current DoD contract as follows:

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	<b>Must be Fund Code "XP".</b>
<b>Buyers DoDAAC</b>	Enter the DESC Commercial Customer, Under DoD Contract DoDAAC.  <b>Note: Currently the Navy has not identified any commercial customers operating under a DoD contract therefore, none are listed in this document at this time.</b>
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	<b>Must have a DESC Commercial Customer, Under DoD Contract DoDAAC in the first six positions of the document number.</b>  <b>Note: Currently the Navy has not identified any commercial customers operating under a DoD contract therefore, none are listed in this document at this time.</b>
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	<b>Must be Signal Code "A".</b>
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

## ***Sales To Foreign Government or Commercial Customers - Cash Sale***

Document cash sales to Foreign Government or Commercial Customers as follows:

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Fuel Issue/Defuel**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	Must be Fund Code "XP".
<b>Buyers DoDAAC</b>	Enter the applicable cash sale "T" DoDAAC for your activity as specified in the Cash Sale Customer Listing.
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	Must have the DESC "T" DoDAAC as specified in the Cash Sale Customers Listing found on the DESC website under "FAS", in the first six positions of the document number.  Positions 11-13 of the document number must be "CSH". Position 14 will be a sequential number representing the number of cash sales on the date specified in the document number. <b>Note:</b> When activities begin "Purple HUB" processing , positions 11-14 will be automatically assigned by the HUB.
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	Must be Signal Code "A".
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

**Note:** Questions in reference to cash sale procedures should be directed to:

DFAS-CO  
Mr. Paul Johnson  
DSN: 869-0693 or Commercial: (614) 693-0693  
Fax DSN: 869-7841 or Commercial Fax: (614) 693-7841

**DFAS-CO Required Documentation for Cash Sales:** Cash sales are defined as those sales where cash, check, or money order is provided by the buyer as payment for product received at the time of receipt. Activities making such sales must record these transactions as noted below.

These steps must be completed the same day, unless the local U.S. bank or finance office is closed. In this case they must be completed the next business day.

Prepare a DD 1149, Requisition and Invoice/Shipping Document to record the sale. Be sure to enter all pertinent information on the DD Form 1149 such as quantity, fuel type, unit of issue, price per unit, to whom sold, etc. Obtain the signature of the person receiving the fuel.

Prepare a SF 215, Deposit Ticket and deposit the cash, check or money order in the nearest U.S. bank. Be sure to enter the Agency Locator Code (ALC) 6355 in block 3 of the SF 215, deposit ticket. If a U.S. Treasury affiliated bank is not available prepare the deposit ticket as described above and turn the money, check or money order and the SF 215, deposit ticket over to the local finance officer.

### **SF 215 (Deposit Ticket) Instructions**

<b>BLOCK</b>	<b>BLOCK TITLE</b>	<b>INSTRUCTION</b>
1	Deposit Number	Preprinted
2	Date Presented or Mailed to Bank	Use MM-DD-YY
3	8 Digit or 4 Digit Agency Location Code	Use 6355
4	Amount	Dollar Amount of Deposit
5	Blank	
6	Agency Use	Depositor Information, including accounting line(s) as outlined on example
7	Name and Address of Depository	Bank Name and Address where deposit is made.
8	Signature and Date	Bank Certification of deposit received.
9	Depositors Title	As outlined on example.


Prepare a DD Form 1131, Cash Collection voucher. Be sure to include the Energy Stock Fund Appropriation 97X 4930 SCF0 26.1 for fuel products. No additional charges or surcharges will be levied.

FAX the DD Form 1149, SF 215 and DD Form 1131 to DFAS Columbus Energy Accounting Branch at the following number: DSN 869-7841 or Commercial (614) 693-7841. Include a FAX cover sheet indicating who sent the documents and a return FAX number for DFAS Columbus to acknowledge receipt. Send a copy of the DD Form 1149, SF 215 and the DD Form 1131 by U.S. Mail to the Energy Accounting Branch at DFAS Columbus, if a FAX is not available. Use the following address:

**Defense Finance & Accounting Service**  
Attn: DFAS-AIFER/CA  
P.O. Box 182317  
Columbus, OH 43218-2317

**If payment is made by check, make check payable to:**  
**Defense Finance & Accounting Service, Columbus Center**  
Attn: DFAS-ADPSD/CA-F

*Cash Sales*  
*Example Standard Form 215, Deposit Ticket*

DEPOSIT TICKET			
DEPOSIT NUMBER		DATE PRESENTED OR MAILED TO BANK M M D D Y Y	8-DIGIT OR 4-DIGIT AGENCY LOCATION CODE (ALC)
4 43433		0 20100	6 355
AMOUNT		\$5,050.00	
TRAVIS AFB, CA		97X493C 5CFO 26.133150	\$5,050.00
DISBURSING OFFICER DEFENSE FINANCE & ACCOUNTING SERVICE DFAS-ADPSD/CA-F P.O. BOX 182204 COLUMBUS OH 43218-2204		AUTHORIZED SIGNATURE  AUTHORIZED SIGNATURE	
DEPOSITORS TITLE, DEPARTMENT OR AGENCY AND ADDRESS		CONFIRMED DATE	
DEPOSITARY FORWARD THIS DOCUMENT WITH STATEMENT OF TRANSMITTAL OF THE U.S. TREASURY ACCOUNT BY THE SAME DATE		ORIGINAL	



Cash Sales

Example Form DD 1149, Requisition and Invoice/Shipping Document

SHIPMENT CONTAINER TALLY										REQUISITION AND INVOICE/SHIPPING DOCUMENT									
1. CONTAINER TALLY										2. INVOICE/SHIPPING DOCUMENT									
3. CONTAINER TALLY										4. INVOICE/SHIPPING DOCUMENT									
5. CONTAINER TALLY										6. INVOICE/SHIPPING DOCUMENT									
7. CONTAINER TALLY										8. INVOICE/SHIPPING DOCUMENT									
9. CONTAINER TALLY										10. INVOICE/SHIPPING DOCUMENT									
11. CONTAINER TALLY										12. INVOICE/SHIPPING DOCUMENT									
13. CONTAINER TALLY										14. INVOICE/SHIPPING DOCUMENT									
15. CONTAINER TALLY										16. INVOICE/SHIPPING DOCUMENT									
17. CONTAINER TALLY										18. INVOICE/SHIPPING DOCUMENT									
19. CONTAINER TALLY										20. INVOICE/SHIPPING DOCUMENT									
21. CONTAINER TALLY										22. INVOICE/SHIPPING DOCUMENT									
23. CONTAINER TALLY										24. INVOICE/SHIPPING DOCUMENT									
25. CONTAINER TALLY										26. INVOICE/SHIPPING DOCUMENT									
27. CONTAINER TALLY										28. INVOICE/SHIPPING DOCUMENT									
29. CONTAINER TALLY										30. INVOICE/SHIPPING DOCUMENT									
31. CONTAINER TALLY										32. INVOICE/SHIPPING DOCUMENT									
33. CONTAINER TALLY										34. INVOICE/SHIPPING DOCUMENT									
35. CONTAINER TALLY										36. INVOICE/SHIPPING DOCUMENT									
37. CONTAINER TALLY										38. INVOICE/SHIPPING DOCUMENT									
39. CONTAINER TALLY										40. INVOICE/SHIPPING DOCUMENT									
41. CONTAINER TALLY										42. INVOICE/SHIPPING DOCUMENT									
43. CONTAINER TALLY										44. INVOICE/SHIPPING DOCUMENT									
45. CONTAINER TALLY										46. INVOICE/SHIPPING DOCUMENT									
47. CONTAINER TALLY										48. INVOICE/SHIPPING DOCUMENT									
49. CONTAINER TALLY										50. INVOICE/SHIPPING DOCUMENT									
51. CONTAINER TALLY										52. INVOICE/SHIPPING DOCUMENT									
53. CONTAINER TALLY										54. INVOICE/SHIPPING DOCUMENT									
55. CONTAINER TALLY										56. INVOICE/SHIPPING DOCUMENT									
57. CONTAINER TALLY										58. INVOICE/SHIPPING DOCUMENT									
59. CONTAINER TALLY										60. INVOICE/SHIPPING DOCUMENT									
61. CONTAINER TALLY										62. INVOICE/SHIPPING DOCUMENT									
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71. CONTAINER TALLY										72. INVOICE/SHIPPING DOCUMENT									
73. CONTAINER TALLY										74. INVOICE/SHIPPING DOCUMENT									
75. CONTAINER TALLY										76. INVOICE/SHIPPING DOCUMENT									
77. CONTAINER TALLY										78. INVOICE/SHIPPING DOCUMENT									
79. CONTAINER TALLY										80. INVOICE/SHIPPING DOCUMENT									
81. CONTAINER TALLY										82. INVOICE/SHIPPING DOCUMENT									
83. CONTAINER TALLY										84. INVOICE/SHIPPING DOCUMENT									
85. CONTAINER TALLY										86. INVOICE/SHIPPING DOCUMENT									
87. CONTAINER TALLY										88. INVOICE/SHIPPING DOCUMENT									
89. CONTAINER TALLY										90. INVOICE/SHIPPING DOCUMENT									
91. CONTAINER TALLY										92. INVOICE/SHIPPING DOCUMENT									
93. CONTAINER TALLY										94. INVOICE/SHIPPING DOCUMENT									
95. CONTAINER TALLY										96. INVOICE/SHIPPING DOCUMENT									
97. CONTAINER TALLY										98. INVOICE/SHIPPING DOCUMENT									
99. CONTAINER TALLY										100. INVOICE/SHIPPING DOCUMENT									

**Cash Sales**  
**Example DD Form 1131, Cash Collection Voucher**

<b>CASH COLLECTION VOUCHER</b>		DEBURSING OFFICE COLLECTION VOUCHER NUMBER			
		RECEIVING OFFICE COLLECTION VOUCHER NUMBER N0012345			
REMITTANCE ACTIVITY	ACTIVITY Name and Address Travis AFB, CA				
	RECEIVED AND FORWARDED BY (Printed name, title and signature)  LT. Jack Jones FMFC			DATE  2 / 1 / 2000	
DEBURSING OFFICE	ACTIVITY Name and Address				
	DEBURSING OFFICER (Printed name, title and signature)		DEBURSING STATION SYMBOL NUMBER	DATE	
PERIOD: From To					
DATE RECEIVED	NAME OF REMITTER DESCRIPTION OF REMITTANCE	DETAILED DESCRIPTION OF PURPOSE FOR WHICH COLLECTIONS WERE RECEIVED	AMOUNT	ACCOUNTING CLASSIFICATION	
2 / 1 / 00	Acme Aircraft Charter Service	Sale of 5,000 U.S. Gallons of JP8 Aircraft Fuel @ \$1.01 per gallon	\$ 5,050.00	97X 4330 5CFO 26.1 33150	
<b>TOTAL</b>			<b>\$ 5,050.00</b>		

DD FORM 1131, APR 67 (E3)

PREVIOUS EDITION MAY BE USED.

PERFORM (SLA)

Form approved by  
Comptroller General, U.S.  
24 January 1956

### ***Sales To Commercial Customers Not Under A DoD Contract - Credit Sale***

Document credit sales to Commercial Customers not under a DoD contract as follows:

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

#### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	<b>Must be Fund Code "XP".</b>
<b>Buyers DoDAAC</b>	Enter the DESC Commercial Credit "T" DoDAAC.
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	<b>Must have the DESC Commercial Credit "T" DoDAAC in the first six positions of the document number.</b>
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	<b>Must be Signal Code "A".</b>
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

**DFAS-CO Required Documentation for Credit Sales:** Any Defense Fuel Support Point (DFSP) making retail fuel credit sales will follow these procedures to record the transaction. All transactions should be completed the same day.

Prepare DD Form 1149, Jan 1997 (EG), Requisition and Invoice/Shipping Document, to record the sale. Use the following instructions in completing the form (example documents on page 36). Note: At this time, these procedures apply to all Army and Navy transactions.

**DD Form 1149 (Requisition and Invoice/Shipping Document) Instructions**

<b>BLOCK</b>	<b>BLOCK TITLE</b>	<b>INSTRUCTION</b>
1	From:	<p>A complete billing name and address of the company/organization requesting the fuel from the U.S. Government, via a DFSP. The address must include an Attn line, following the company name, with the name and position of a responsible individual. DFSP personnel must verify the accuracy of the credit arrangements provided by the requestor prior to pumping the fuel. The requestor's DoDAAC number must be placed in the lower right corner of the block.</p> <p>DESC will initially provide and update as appropriate, a complete DoDAAC listing of all authorized companies having credit purchasing agreements with the DESC. The specific type of credit agreement will be included in the listing.</p>
2	To:	The name and address of the DFSP providing the fuel. The DFSP's DoDAAC number is to be placed in the lower right corner of the block.
3	Ship To-Mark For:	This block is not applicable to DFAS-CO at this time.
4	Appropriations Data:	<p>Only two accounting lines are acceptable; and, if appropriate, both must be included. The line for the fuel product is 97X4930 5CF0 26.1 33150. The line for the services provided, if appropriate, is 97X4930 5CF0 25.1 33150. Note: the two accounting lines are identical, with the exception of the 13<sup>th</sup> character.</p>
4b	Item Number:	<p>In addition to the two separate numbered lines, one for the product and one for service, include the type of sale. These are three types of Credit Sales:</p> <p style="padding-left: 40px;">"A" = Letter of Credit "B" = Surety Bond "C" = Security Deposit</p> <p>The receiving individual is required to write his/her signature as "Received By" in the lower left corner of the block.</p> <p>DFSP personnel must ensure blocks 4c, 4d, 4e, 4h, and 4I are completed.</p>

FAX the DD Form 1149 to the DFAS-Columbus, Energy Accounting Branch, ATTN: Retail Sales, at DSN 869-7841 or commercial (614)693-7841. Use a FAX cover sheet, indicating who sent the document and include a return FAX number and telephone number where someone can be reached.

Copies may also be sent by U.S. Mail to:

**Defense Finance & Accounting Service, Columbus Center**  
ATTN: DFAS-CO/AFE Retail Sales  
P.O. Box 182317  
Columbus, OH 43218-2317

***Sales To Foreign Governments Not Under A RIK/FEA Agreement  
(Bill Foreign Government Embassy Transaction)***

Document sales to foreign governments not covered under a RIK/FEA agreement as follows.  
Billing for these sales will be made by DFAS-CO to the applicable foreign government embassy.

**Note To User:** Not all FAS fields are covered in this example, only those with critical information necessary for accurate accountability are listed. Additional information not listed here may be required to complete the transaction. Also, some of the field names may not be identical to those represented in FAS, but the association between FAS and DFAMS terms should not be difficult.

***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Aviation**

<b>FIELD</b>	<b>FIELD INFORMATION</b>
<b>Type</b>	Sale
<b>Grade</b>	Enter grade of product.
<b>Unit of Issue</b>	Enter "GL" for gallons.
<b>Date</b>	Enter date of sale.
<b>SUPAAC DoDAAC</b>	Blank
<b>Fund Code</b>	Must be Fund Code "XP".
<b>Buyers DoDAAC</b>	Enter the DESC Foreign Government "T" DoDAAC.
<b>Aircraft</b>	Enter aircraft type.
<b>Document Number</b>	Must have the DESC Foreign Government "T" DoDAAC, in the first six positions of the document number.
<b>Seller DoDAAC</b>	Enter seller DoDAAC.
<b>Signal Code</b>	Must be Signal Code "A".
<b>Quantity</b>	Enter quantity issued in U.S. gallons.

**DFAS-CO Required Documentation For Sales To Foreign Governments (FMS) and Non (FMS):** Any Defense Fuel Support Point (DFSP) making retail fuel sales to foreign governments (FMS) or Non FMS will follow these procedure to record the transaction. All transactions should be completed the same day.

Prepare DD Form 1149, Jan 1997 (EG), Requisition and Invoice/Shipping Document, to record the sale. Use the following instructions in completing the form (example form on page 39). Note: At this time, these procedures apply to all Army and Navy transaction NOT covered by a RIK or FEA.

**DD Form 1149 (Requisition and Invoice/Shipping Document) Instructions**

<b>BLOCK</b>	<b>BLOCK TITLE</b>	<b>INSTRUCTION</b>
1	From:	A complete billing name and address of the foreign government requesting the fuel from the U.S. Government (DESC). The address must include an ATTN line, following the name of the government, with the name and position of a responsible individual. The requestors. The requestor's DoDAAC number must be placed in the lower right corner of the block. DESC will provide the DoDAAC structure of all authorized foreign governments (FMS) and Non FMS. The specific type of agreement will be included if the sale is under an agreement.
2	To:	The name and address of the DFSP providing the fuel. The DFSPs DoDAAC number is to be placed in the lower right corner of the block.
3	Ship-To-Mark-For:	This block is not applicable to DFAS-CO at this time.
4	Appropriations Data	Only two accounting lines are acceptable, and, if appropriate, both must be included. The line for the fuel product is 97X4930 5CF0 26.1 33150. The line for the service provided, if appropriate, is 97X4930 5CF0 25.1 33150. Note: The two accounting lines are identical, with the exception of the 13 <sup>th</sup> character.
4b	Item Number	In addition to the two separate numbered lines, one for product and one for service, include the type of sale. There are three categories of sales to foreign governments:  "AG" = Fuel Exchange Agreements (FEA) and Replacement In Kind (RIK) and Acquisition cost Service Agreement (ACSA).  "CX" = Foreign Government Cash Sales. "X" = Numerical value. "BX" = Foreign Government Billing. "X" = Numerical value. "FX" = FMS Case Billing. "X" = Numerical Value.  The receiving individual is required to write his/her signature as "Received By" in the lower left corner of the block. Additionally, DFSP personnel must ensure blocks 4c, 4d, 4e, 4h, and 4I are completed.

FAX the DD Form 1149 to the DFAS-Columbus, Energy Accounting Branch, ATTN: Retail Sales, at DSN 869-7841 or commercial (614) 693-7841. Use a FAX cover sheet, indicating who sent the document, and include a return FAX number and telephone number where someone can be reached.

Copies may also be mailed by U.S. Mail to:

**Defense Finance & Accounting Service, Columbus Center**  
ATTN: DFAS-CO/AFE Retail Sales  
P.O. Box 182317  
Columbus, OH 43218-2317



### ***Issues To Foreign Governments Under A RIK/FEA Agreement***

When Foreign Government aircraft request product, DFSP personnel should first check to see if service can be provided under a current agreement. A listing of those countries which have current fuel exchange agreements with the U.S. Navy is on page 40. If the aircraft is from a foreign country which is not on the Fuel Exchange Agreements list, then DFSP personnel may provide product on credit using the designated "T" DoDAAC as found in Attachment 7. If unsure of how to process the transaction, DFSP personnel should immediately contact DESC-FII.

Document issues to foreign government aircraft or vessels under a Navy RIK or FEA Agreement as follows:

#### ***Sale To Service Or Agency***

**DFAMS: P21 Sale From A DFSP**

**FAS: Issue/Defuel Fuel Aviation**

FIELD	FIELD INFORMATION
Type	Sale
Grade	Enter grade of product.
Unit of Issue	Enter "GL" for gallons.
Date	Enter date of sale.
SUPAAC DoDAAC	Must be "N00612"
Fund Code	Must be "17"
Buyers DoDAAC	Enter the DESC RIK/FEA "T" DoDAAC.
Aircraft	Enter aircraft type.
Document Number	Must have the DESC RIK/FEA "T" DoDAAC in the first six positions of the document number.
Seller DoDAAC	Enter seller DoDAAC.
Signal Code	Must be Signal Code "B".
Quantity	Enter quantity issued in U.S. gallons. Quantities over 3500 gallons must be corrected to 60 degrees Fahrenheit.

**DFAS-CO Required Documentation For Sales To Foreign Governments (FMS) and Non (FMS):** Any Defense Fuel Support Point (DFSP) making retail fuel sales to foreign governments (FMS) or Non FMS will follow these procedure to record the transaction. All transactions should be completed the same day.

Prepare DD Form 1149, Jan 1997 (EG), Requisition and Invoice/Shipping Document, to record the sale. Use the following instructions in completing the form, (example form on page 39).

Note: At this time, these procedures apply to all Army and Navy transaction NOT covered by a RIK or FEA.

**DD Form 1149 (Requisition and Invoice/Shipping Document) Instructions**

<b>BLOCK</b>	<b>BLOCK TITLE</b>	<b>INSTRUCTION</b>
1	From:	A complete billing name and address of the foreign government requesting the fuel from the U.S. Government (DESC). The address must include an ATTN line, following the name of the government, with the name and position of a responsible individual. The requestors. The requestor's DoDAAC number must be placed in the lower right corner of the block.  DESC will provide the DoDAAC structure of all authorized foreign governments (FMS) and Non FMS. The specific type of agreement will be included if the sale is under an agreement.
2	To:	The name and address of the DFSP providing the fuel. The DFSP's DoDAAC number is to be placed in the lower right corner of the block.
3	Ship-To-Mark-For:	This block is not applicable to DFAS-CO at this time.
4	Appropriations Data:	Only two accounting lines are acceptable, and, if appropriate, both must be included. The line for the fuel product is 97X4930 5CF0 26.1 33150. The line for the service provided, if appropriate, is 97X4930 5CF0 25.1 33150. Note: The two accounting lines are identical, with the exception of the 13 <sup>th</sup> character.
4b	Item Number:	In addition to the two separate numbered lines, one for product and one for service, include the type of sale. There are three categories of sales to foreign governments:  "AG" = Fuel Exchange Agreements (FEA) and Replacement In Kind (RIK) and Acquisition cost Service Agreement (ACSA). "CX" = Foreign Government Cash Sales. "X" = Numerical value. "BX" = Foreign Government Billing. "X" = Numerical value "FX" = FMS Case Billing. "X" = Numerical Value.  The receiving individual is required to write his/her signature as "Received By", in the lower left corner of the block. Additionally, DFSP personnel must ensure blocks 4c, 4d, 4e, 4h, and 4I are completed.

FAX the DD Form 1149 to the DFAS-Columbus, Energy Accounting Branch, ATTN: Retail Sales, at DSN 869-7841 or commercial (614) 693-7841. Use a FAX cover sheet, indicating who sent the document, and include a return FAX number and telephone number where someone can be reached.

In addition to the above, FAX the DD Form 1149 to DESC-FII Inventory Accounting Branch, Attn: John Cerda at DSN 427-09380 or commercial (703) 767-9380. Use a FAX cover sheet indicating who sent the document and include a return FAX number and voice number where someone can be reached.

Copies may also be mailed by U.S. Mail to:

**Defense Finance & Accounting Service, Columbus Center**

ATTN: DFAS-CO/AFE Retail Sales

P.O. Box 182317

Columbus, OH 43218-2317

*And*

**Defense Finance & Accounting Service, Norfolk Operating Location**

Attn: Rick Pascoe Code AAMD

9712 Virginia Avenue

Norfolk, VA 23511-3297

Commercial Fax: (757) 443-4182

DSN Fax: 646-4182

*And*

**ATTN DESC-FII RIK/FEA Administrator**

Defense Energy Support Center

8725 John J. Kingman Road, Suite 4950

Fort Belvoir, Virginia 22060-6222

Commercial Fax: (703) 767-9380

DSN Fax: 427-9380

## Information Tables

### Foreign Government DoDAAC Configuration Table

This table describes the logic for construction of Foreign Government DoDAAC's to be used in the new retail business process.

Position	Description	Example
1	DESC Assigned DoDAAC prefix	"T" (Constant Entry)
2	Category Code	"F" = Foreign Government
3-4	Country Code	"UK" = United Kingdom
4-6	Program	"AG" = RIK/FEA Agreement "CX" = Foreign Government Cash Sale. "X" = Sequential Number Value "BX" = Foreign Government Bill Sale. "X" = Sequential Number Value "FX" = FMS Case Billing. "X" = Numerical Value.

### Domestic DoDAAC Configuration Table

This table describes example logic for construction of Domestic DoDAAC's to be used in the new retail business process.

Position	Description	Example
1	DESC Assigned DoDAAC prefix	"T" (Constant Entry)
2	Category Code	"S" = State Government
3-4	State Code	"FL" = Florida
4-6	Specific Customer or Program	"01" = State Police "02" = Florida EPA

### Table Of DoDAAC Categories

This table describes the various categories used in the construction of Foreign Government, State and Local DoDAAC's as described in the tables above.

Category	Description
F	Foreign Government
M	MWR Activity
S	State Activity
L	Local (City) Activity
C	Commercial Customer Under Contract (Billing Transaction)
B	Commercial Customer Not Under Contract (Billing Transaction)
K	Commercial Customer Not Under Contract (Cash Sale Transaction)
U	Unclassified (Activity or Customer not previously listed)

## ***DESC Developed "T" DoDAAC's***

DoDAAC's which were developed by DESC for use in "end use billing" can be found listed at the following web site:

<http://www.desc.dla.mil/main/whatsnew.htm>

"T" DoDAACs are divided into the following categories:

- ✍ ✍ Commercial Credit Customers
- ✍ ✍ Cash Sale Customers
- ✍ ✍ Local Credit Customers
- ✍ ✍ MWR Credit Customers
- ✍ ✍ State Credit Customers
- ✍ ✍ FMS Case Customers
- ✍ ✍ Foreign Commercial Credit Customers
- ✍ ✍ Foreign Government Credit Customers
- ✍ ✍ RIK/FEA Customers

## *Glossary Of Terms*

**TYPE** - Type of transaction.

**DOCUMENT NUMBER** – Also known as requisition number - this field contains a unique identifying number that is made up of three basic elements: (1) the DoDAAC of the requisitioning activity, (2) the Julian date that the requisition is placed and (3) a locally assigned serial number. A document number cannot be duplicated except for issue and return transactions (Example Document Number: N62481-2022-6500)

**GRADE** - Three digit code used to represent the fuel type. Example: JP8.

**FUND CODE** - a two digit code that is assigned by the service activity to indicate to DESC that funds are available to pay the fuel charge. (ex. 61, 39, UZ, K9, etc.)

**MODE OF SHIPMENT** - Identifies the method of transportation for movement of product (ex. "A" = tank truck, "Z" = tanker, "W" = commercial barge, "9" local sale, "8" pipeline)

**NSN (National Stock Number)** - Unique identification number that is assigned to each type of fuel by the Federal Catalog System (ex. JP5 = 9130-00-273-2379)

**QUANTITY** - The amount of fuel in gallons. **Do not use leading zeros.** This field may be labeled "Quantity" or it may be more specific such as "Gain/Loss Quantity" or "Quantity Shipped," etc.

**ROUTING IDENTIFIER CODE (RIC)** - A unique, 3 character code that is assigned to each DFSP, DICP, DER and many retail activities. This field is very important since it tells the computer which activity input the transaction. It routes transactions to the appropriate DFSP and ensures that rejects, suspense, and management notices are returned to the correct DFSP. (ex. NNB, T3I)

**SIGNAL CODE** - A 1 character code that designates which DoDAAC is to receive the fuel and which DoDAAC is to be billed. It is used in conjunction with a fund code. (ex. A, B, J, etc.)

**SUPPLEMENTARY ACTIVITY ADDRESS CODE (SUPAAC)** - Can be used in several ways depending on the type of transaction. On shipment transactions the SUPAAC is used to indicate the activity which is to receive product. On a sale transaction the SUPAAC can be used in conjunction with the Signal Code to identify the DoDAAC of the activity to receive the bill if it is different from the DoDAAC being used in the requisition number.

**SUPPLY TRANSACTION DAY** - The Julian date that the action occurred, not the date it was entered into DFAMS. Depending upon the type of transaction, the date field will have various names such as: "Day Commenced Discharge/Pumping," "Inventory Adjustment Day," "Shipment Day," etc. (ex. 034, or 233).

**Credit Sales**  
**Example DD Form 1149, Requisition and Invoice/ Shipping Document**

REQUISITION AND INVOICES/SHIPPING DOCUMENT									
<p>1. FROM: <u>Acme Air Corp</u>  <u>Acme Airlines</u>  <u>1234 Main St. Attn: Acctg. Dept. Ms. Smith</u>  <u>Columbus, OH 43210</u>  <u>Commander, Ft. Carson</u>  <u>Attn: Fuel Supply Officer</u>  <u>Ft. Carson, CO 78020</u></p>									
<p>2. TO: <u>Acme Air Corp</u>  <u>Acme Airlines</u>  <u>1234 Main St. Attn: Acctg. Dept. Ms. Smith</u>  <u>Columbus, OH 43210</u>  <u>Commander, Ft. Carson</u>  <u>Attn: Fuel Supply Officer</u>  <u>Ft. Carson, CO 78020</u></p>									
<p>3. GPO TO: <u>MARK FOR</u></p>									
<p>4. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>5. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>6. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>7. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>8. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>9. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>10. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>11. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>12. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>13. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>14. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>15. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>16. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>17. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>18. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>19. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>20. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>21. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>22. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>23. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
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<p>26. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
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<p>29. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>30. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>31. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>32. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>33. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>34. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>35. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>36. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>37. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>38. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>39. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>40. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>41. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>42. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>43. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>44. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>45. APPROVAL/ENDORSE DATA  <u>97X4430 SCFO 26-1 33L50</u>  <u>97X4430 SCFO 25-1 33L50</u></p>									
<p>46. APPROVAL/</p>									

[illegible]



***Current Fuel Exchange Agreements Between The U.S. Navy and Foreign Governments***

<b>FEA/Country</b>	<b>Termination Dates</b>	<b>Approval Dates</b>
Argentina	No Termination Date	1 June 1976
Royal Australian Navy	12 April 2001	12 April 1996
Canada	21 May 2002	21 May 1997
Chile	25 October 2002	25 October 1997
France	14 May 2004	14 May 1999
Japan	15 June 2002	15 April 1996
Republic of Korea Navy	24 April 1999	28 April 1994
Republic of Korea Air Force	5 July 2002	5 July 1997
Royal Navy (United Kingdom)	10 December 2001	10 December 1996
Pakistan	21 October 2003	21 October 1998
Peru	24 June 2003	10 June 1998
Turkey	3 March 2002	3 March 1997
Ecuador	18 October 2004	18 October 1999